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MARITIME SAFETY COMMITTEE  
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Agenda item 17

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**PREVENTION AND SUPPRESSION OF ACTS OF TERRORISM  
AGAINST SHIPPING**

**Ship security**

**Submitted by the United States**

**SUMMARY**

<b><i>Executive summary:</i></b>	This document provides the United States comments and proposals on the mandatory requirements and recommendations for ship security
<b><i>Action to be taken:</i></b>	Paragraph 8
<b><i>Related documents:</i></b>	MSC 75/17/1, MSC 75/ISWG/WP.3, MSC 75/ISWG/WP.4, MSC 75/17/2/Add.1, MSC 75/17/29, MSC 75/ISWG/5/7, MSC/Circ.443, MSC/Circ.623, MSC/Circ.754,

**INTRODUCTION**

1 The intersessional meeting of the MSC Working Group on Maritime Security (ISWG), which met from 11-15 February 2002, considered a comprehensive set of proposals to improve maritime security submitted by the United States. One of these proposals was to include in the International Convention for the Safety of Life at Sea, 1974 (SOLAS) requirements for ship security plans, using MSC/Circ.443 as the basis for details of such plans.

2 The ISWG agreed to incorporate a carriage requirement for Ship Security Plans into chapter XI of SOLAS for all passenger ships and cargo ships of 500 gross tonnage and above engaged on international voyages and to include offshore facility security plans, subject to further discussion. Based upon this agreement, the ISWG Guidance Group and Drafting Group were instructed to prepare the necessary mandatory and recommendatory text of requirements for the development of such plans, using the provisions of MSC/Circ.443 and 754 as a basis. These draft texts are contained in annexes 1 and 2 of MSC 75/17/1. Member Governments and other interested international organizations were invited to submit comments and proposals on the measures developed by the ISWG.

3 Attached in the annexes are the United States comments and proposals on the mandatory requirements and recommendations on ship security.

For reasons of economy, this document is printed in a limited number. Delegates are kindly asked to bring their copies to meetings and not to request additional copies.

## DISCUSSION

4 MSC 75/17/29 (Government Obligations submitted by the United States) concerning government obligations with respect to maritime security proposes amendments to SOLAS, Chapter XI to require compliance by ships with the proposed Code. As follow-on to MSC 75/17/29, the annexes to this paper contain our comments and proposals on the mandatory requirements and recommendations on Sections 4 through 8 for ship security of the draft Code developed by the ISWG (MSC 75/ISWG/WP.4, annex 2). These proposals incorporate a significant portion of the information contained in MSC/Circ.443, 623, and 754. Annex 1 of this paper contains changes to Part A of the proposed Code as contained in MSC 75/ISWG/WP.4, and annex 2 of this paper contains proposed text for the recommendations which would be contained in a Part B of the proposed Code.

5 In MSC 75/ISWG/5/7, the United States proposed initiatives that addressed the following four elements: awareness, prevention, response, and consequence management. A ship's crew must continually be aware of their environment and the domain in which they are operating as the critical first step to prevent acts that threaten the security of ships. Prevention measures are those that are designed to increase the difficulty of unauthorized boarding, prevent the introduction of prohibited weapons, incendiaries, or explosives and prevent the unauthorized operation of a ship. A ship's crew must be prepared to respond to any act that threatens the security of the ship. Consequence management can be directly linked to the ability of a ship's crew to appropriately and quickly respond to mitigate the results of an act that threatens the security of the ship. In Annex 1 of this paper, the United States proposes mandatory minimum-security measures and procedures that address the above elements and are based on increasing security levels.

6 At the forty-fifth session of the Sub-Committee on Ship Design and Equipment, an informal working group on Maritime Security was established. The proposed text by the informal working group, contained in annex to MSC 75/17/2 Add.1, to Section A/4 of the draft Code have been largely incorporated into annex 1 of this paper. The informal working group also recommended amending Section A/5 and A/7 of the draft Code to include additional requirements for the ship's Ship Security Alarm. The United States addressed these recommendations by adding subparagraphs 5.2.17 and .18 to Section A/5 and subparagraph 7.2.8 to Section A/7 to this paper. The United States agrees with the informal working group that certain requirements of the Ship Security Alarm may compromise the objective of the system and has added a footnote to subparagraphs 5.2.17 and .18 to Section A/5 to address these concerns.

7 Several provisions in the proposed Code establish mandatory security equipment requirements. In developing the equipment requirements proposed in the Code, the United States recognizes that standards may be appropriate to clarify and standardize the implementation of these requirements. These requirements address such security measures as access control, surveillance, lighting, identification, screening, alarms and communication systems. These security measures may require specific standards for equipment that may include:

#### Access control

- hardened doors and windows to restricted spaces;
- locks as a means to secure access to restricted spaces, access points to the vessel, and unmanned spaces accessed from the weather deck;

#### Surveillance

- cameras and transmission equipment to permit shore-based monitoring of incidents on the bridge;
- radar, closed circuit television or other devices to detect potential threats approaching or accessing the ship from all directions;

#### Lighting

- lights to illuminate decks and access points, and to illuminate the ship's hull and water surface surrounding ships at the highest security level;

#### Screening

- equipment, such as metal detectors, to assist in screening persons, personal effects, stores, non-containerized cargo, and vehicles;

#### Alarms

- automatic intrusion alarms to alert crews of entry to restricted spaces;
- alarms to alert crews of security incidents at access points; and

#### Communication

- hand held radios as means of immediate communication with security patrols and other watchstanders.

### **Action requested of the Committee**

8 The Committee is invited to consider the above comments and the proposed changes and proposed new text in annexes 1 and 2 when developing the draft Code.

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## ANNEX 1

1 The following are suggested changes to the proposed text of **Part A** – on Ship Security of the **International Code for the Security of Ships** (see annex 2 to MSC 75/ISWG/WP.4)

**~~[[Draft]] International Code for the Security of Ships [~~], Mobile Offshore Drilling Units and Fixed and Floating Platforms~~] and of Port Facilities [~~and Fixed and Floating Platforms~~]~~**

**Part A**

**Mandatory requirements regarding the provisions of Part B of Chapter XI of the Annex to the International Convention for the Safety of Life at Sea, 1974 as amended**

**2 Definitions** (NOTE – Additional definitions are contained in MSC 75/17/31 (Port Facility Security submitted by the United States).)

2.1 For the purpose of this Part of the Code, unless expressly provided otherwise:

- .1 “Convention” means the International Convention for the Safety of Life at Sea, 1974, as amended. Terms not otherwise defined in this Part of the Code have the same meaning as the meaning attributed to them in the Convention.
- .2 “Ferry” means a passenger ship that primarily carries passengers and/or their vehicles on dedicated routes between ports on scheduled timetables.
- .3 “Ship Security Plan” means a written plan developed under the authority of the operator to ensure the application of measures on board ship which are designed to prevent unlawful acts which threaten passengers, crews, the cargo, or the ship.
- .4 “Ship Security Officer” means the person on board the ship responsible to the master/person in charge and operator for on-board security, including implementation and maintenance of the ship security plan and for liaison with the Port Facility Security Officer and the Company Security Officer.
- .5 “Company Security Officer” means the person designated by the operator to develop and maintain the ship security plan and liaise with the Port Facility and the Ship Security Officer.
- .6 “Security Level I” means the new maritime security normalcy. This is the risk level for which protective measures must be maintained for an indefinite period of time.
- .7 “Security Level II” means there is a heightened threat of an unlawful act against a port facility or ship and intelligence indicates that terrorist activities or unlawful acts are likely to occur within a specific area or

against a specific class of target. Additional protective measures may be expected to be sustained for substantial periods of time.

.8 “Security Level III” means an unlawful act against a port facility or ship is probable or imminent. Intelligence may indicate that terrorist activities or unlawful acts are going to occur to specific targets, though it may not be possible to identify such targets. Additional protective measures are not intended to be sustained for substantial periods of time.

.9 “Screening” means searching or inspecting to detect the presence of prohibited weapons, dangerous substances and devices that could be used in an unlawful act threatening the security of a ship.

2.2 Terms not otherwise defined in the Part of the Code have the same meaning as the meaning attributed to them in the Convention.

2.3 For the purpose of this Code the word “ship” includes Mobile Offshore Drilling Units when underway.

3 **Application** - See MSC 75/17/X (Government Obligations submitted by the U.S.).

4 **Ship ~~[, Mobile Offshore Drilling Unit and Fixed and Floating Platforms]~~ Security**

Insert a new sub-heading “**General Provisions**”

4.1 The master’s ~~[traditional]~~ authority in matters of ship security remains unchanged. Maintaining ship security is an ongoing task. Additional security measures shall be implemented to counter increased risks when warranted.

4.2 Where a ship is in a period of extended maintenance (e.g., dry-docking) and/or is out of service, the Administration may allow a reduction in the security measures required by this Section on the basis that there is no risk to passengers, crew, port personnel, infrastructure in port areas, or the environment.

4.3 ~~4.2 The following on-board security measures shall be considered.~~ All ships, unless stated otherwise, shall comply with the security measures listed under the following headings:

- .1 establishment of restricted areas;
- .2 provision of deck and over-side lighting;
- .3 access control and identification of personnel;
- .4 security and intruder alarms and communication equipment, systems, and arrangements; and
- .5 assignment of security duties to ship personnel;
- .6 screening;
- .7 provision of security information; and
- .8 surveillance procedures and equipment.

### **Establishment of Restricted Areas**

4.4 All ships shall establish restricted areas to control access to key areas on board ships. The following areas shall be designated restricted areas and shall be listed in the security plan:

- .1 navigational bridge;
- .2 control stations and central control station;
- .3 machinery spaces of category A;
- .4 machinery spaces containing propulsion machinery, generators and major electrical machinery, main and auxiliary steering gear, ventilation and air-conditioning machinery and similar spaces;
- .5 spaces with access to potable water tanks, pumps, or manifolds;
- .6 cargo pump-room; and
- .7 any other areas as determined by the Company Security Officer to which access must be restricted to maintain the security of the ship.

4.5 All restricted areas shall be:

- .1 marked indicating that the area has restricted access. Markings do not need to be conspicuous to persons other than the crew where they would identify sensitive restricted areas.
- .2 secured with access limited to authorized personnel. For all ships that are constructed on or after [entry into force of amendments], doors and windows accessing restricted areas, including their locks and related hardware, shall be of sufficient strength to prevent forcible entry. Locks fitted on doors along designated escape routes from restricted areas shall afford unimpeded emergency egress.

### **Provision of Deck and Over-Side Lighting**

4.6 All ships shall illuminate their deck and access points, while in port or at anchor. While underway, ships shall use the maximum lighting available consistent with safe navigation, having regard in particular to the provisions of Rule 20(b) of the 1972 COLREGS.

4.7 *At security level III* – All ships shall provide sufficient lighting, while in port or at anchor, to illuminate their waterline and surrounding water out to a distance of at least 10 meters. Such lights shall not interfere with required navigation lights or safe navigation.

### **Access Control and Identification of Personnel**

4.8 All ships shall implement the following minimum access control measures.

- .1 Ladders, gangways and side ports shall be secured or continuously attended to prevent unauthorized access. The ship's security plan shall provide for degrees of attendance consistent with the security level; and
- .2 Weather-deck access doors to normally unmanned spaces (such as storerooms, auxiliary machinery rooms, etc.) shall be locked from unauthorized outside entry.

4.9 All ships shall establish an identification and visitor control system. This system shall be documented in the security plan and shall ensure that:

- .1 crewmembers are positively identified prior to boarding and arriving crew are verified as authorized to serve aboard the ship;
- .2 passengers aboard ships on overnight voyages are positively identified and their passage verified prior to arriving and departing the ship;
- .3 visitors and other personnel aboard to provide services to the vessel are verified as authorized to be on board for the purpose of such visit or service; and;
- .4 At security level III -- Personnel providing services and visitors to the ship, if permitted on board, shall be continuously escorted.

#### **Security and Intruder Alarms and Communication Systems, Equipment, and Arrangements**

4.10 All ships shall comply with the requirements for ship security alarms in regulation XI/8.

4.11 Automatic intrusion detection devices shall be provided to alert the crew of unauthorized access to all restricted areas of ships that are typically unmanned

4.12 Automatic intrusion detection devices shall:

- .1 activate an audible and/or visual alarm;
- .2 indicate in a location that is continuously staffed or monitored; and
- .3 be supplied with energy in accordance with the requirements of regulation IV/13.

4.13 All ships shall be fitted with a special alarm that can be manually operated from attended access points to alert the crew of an act that threatens the security of the ship. This alarm may be part of the ship's general alarm system but shall be capable of being sounded independently of the alarm to passenger spaces.

4.14 Security patrols and watchstanders, as required by the ships security plan, shall be provided with an immediate means of communication to report acts threatening the security of the ship as provided in the ship security plan.

#### **Assignment of Security Duties to Ship Personnel**

4.15 All ships shall incorporate relevant security elements into the duties and responsibilities of all watchstanders. Such elements shall include but not be restricted to:

- .1 routine duties, such observing and reporting malfunctioning security equipment and suspicious persons, objects, and activities during rounds; and
- .2 response duties required by the ship security plan.



4.16 The ship's security plan shall describe the scope of the duties and responsibilities of all watchstanders that are appropriate at each threat level.

4.17 All ships shall develop scenario-based response measures for acts threatening the security of the ship. Such measures, as are relevant to the ship, shall include but not be limited to the equipment, personnel, and procedures necessary to:

- .1 secure all access to the vessel to prevent intrusion;
- .2 perform emergency shutdown of main engine(s) to prevent unauthorized operation;
- .3 secure non-critical operations to focus attention on response;
- .4 alert ship and shore-side authorities of an incident;
- .5 render assistance to a nearby ship undergoing an unlawful act that threatens its security;
- .6 respond to the detection of stowaways;
- .7 repel boarders;
- .8 address a malfunction of on board security equipment; and
- .9 screen the underwater hull or search the vessel in response to bomb threats.

4.18 Passenger ferries shall ensure that all passengers disembark upon arrival at the final destination, and that all common spaces are promptly searched for suspicious articles prior to embarking new passengers.

4.19 At security levels II and III - All ships shall conduct routine security patrols and search selected areas prior to departing, arriving, and immediately after sailing. Procedures for the security patrols and areas to be searched shall be documented in the ship security plan.

4.20 At security levels II and III – All ships shall have their communications equipment attended to be able to immediately receive or transmit threat or security information to appropriate shore-side persons and/or authorities at all times.

4.21 At security levels III – All ships shall establish continuous security patrols at anchorage, in port, and 24 hours prior to arriving in port.

### **Screening**

4.22 All ships shall implement and enforce the following minimum screening measures.

- .1 All persons, checked baggage, carry-on items, stores, and provisions taken aboard ships shall be screened for prohibited weapons, incendiaries, and explosives.
- .2 Vehicles carried on ships shall be screened for prohibited weapons, incendiaries, and explosives, at a level appropriate to the level of risk. All passengers who leave their vehicles during the voyage shall be screened prior to departing the vehicle deck for the passenger spaces.
- .3 All passenger ships shall ensure that all checked baggage is verified prior to sailing as matching passengers listed on the passenger manifest.

- .4 Designated areas to conduct screening shall be established. Access to and from the screening areas shall be controlled, in order to prevent tampering with the items during and after screening and to effectively segregate screened and unscreened persons, belongings, vehicles, and stores.
- .5 Access shall be denied to any person refusing to submit to security screening at a point of access. Each person denied entry for refusing to submit to security screening shall be identified and reported to appropriate authorities.
- .6 Non-containerized cargo shall be verified to match its entries on the manifest prior to departure at a level appropriate to the level of risk.
- .7 Serial numbers of all loaded containers shall be verified to match their entries on the manifest upon being moved on board the ship.
- .8 Serial numbers of empty containers shall be verified to match their entries on the manifest upon being moved on board the ship at a level appropriate to the level of risk.

*At security level II & III*

- .9 All vehicles carried on ships shall be screened for prohibited weapons, dangerous substances and devices that could be used in an unlawful act threatening the security of a ship. At security level II, random vehicle screening may be performed on ferries if all passengers are required to leave the vehicle deck for the duration of the voyage and be screened.
- .10 All non-containerized cargo shall be verified to match its entries on the manifest prior to loading.
- .11 Serial numbers of all empty containers shall be verified to match their entries on the manifest upon being moved on board the ship.

**Provision of Security Information**

4.23 Security information shall be provided to all crew members to include the overall security level and any specific threat information.

4.24 *At security level III* - Security briefings shall be provided to all passengers prior to departure on any specific threats and on the need to be vigilant and report suspicious persons, objects, or activities.

**Surveillance Procedures and Equipment**

4.25 All ships, except passenger ships carrying less than 36 passengers, shall be equipped with the means for the company office to inconspicuously monitor sights and sounds on the bridge during acts threatening the security of the ship.

4.26 All ships shall ensure that surveillance is performed to detect potential threats approaching or accessing the ship from all directions while underway, at anchor, and in port. Surveillance shall be performed through the use of equipment, such as radar or closed circuit television (CCTV), and/or personnel, such as lookouts, at intervals commensurate with the current security level.

4.27 At security level III - All ships shall ensure that surveillance for potential threats, as required by section 4.26, is performed continuously.

## **5 Ship ~~[- Mobile Offshore Drilling Unit and Fixed and Floating Platforms]~~ Security Plan**

5.1 Each ship shall carry on board a Ship Security Plan approved by the Administration. The plan shall be sufficiently flexible to take into account the three levels of security required by the threats the ship may encounter or the ship/port interface may warrant. Changes to the security plan must be approved by Administration. The plan may be kept in an electronic format. The plan shall be protected by means to prevent it from unauthorized access or disclosure, or from being deleted, destroyed or overwritten.

5.2 Such a plan shall be ~~[in accordance with]~~ ~~[Section [A][B]/....4 of this Code]~~ ~~[the Guidelines developed by the Organization]~~ and written in the language of the master and the officers. If the language is neither English nor French nor Spanish a translation into one of those languages shall be included. The plan shall consist at least of:

- .1 measures and equipment ~~[required to prevent]~~ ~~[designed]~~ to prevent weapons, ~~or any other~~ dangerous substances and devices intended for use against people, ships or ~~ports~~ [, and the carriage of which is not authorized,] from being introduced by any means whatsoever on board the ship;
- .2 designated restricted areas and measures and equipment ~~[for the prevention of]~~ ~~[designed to prevent]~~ unauthorized access to the ship and to restricted areas on board;
- .3 scenario-based procedures for responding to security threats or breaches of security, including provisions for maintaining critical operations of the ship or ship/port interface;
- .4 procedures for evacuation in case of security threats or breaches of security;
- .5 procedures for the training of shipboard personnel assigned security duties and of other shipboard personnel on security aspects;
- .6 procedures and requirements for exercises and drills;
- .7 procedures for auditing the security activities associated with the plan;
- .8 procedures for interfacing with Port Facility Security Plans, and communicating with the Port Facility Security Officer;
- .9 procedures for ensuring consistency between security requirements and safety requirements;
- .10 procedures for the periodic review and updating of the plan;
- .11 procedures for reporting threats or unlawful acts threatening the security of the ship;
- .12 identification of the Ship Security Officer;
- .13 identification of the Company Security Officer; ~~and~~
- .14 measures to ensure the security of the information contained in the plan, and to restrict its copying or its disclosure to any unauthorized person;
- .15 identification of the means by which the ship would implement the additional security measures required by an increase of the security level;
- .16 procedures to ensure the performance of inspection, testing, calibration, and maintenance of security equipment;

- .17 identification of the locations where the ship security alarm is fitted;\* and
- .18 procedures, instructions and guidance on the use of the Ship Security Alarm, including the testing, activation, deactivation and resetting.\*

5.3 The Ship Security Plan may be ~~{combined with}~~~~{part of}~~ the safety management system referred to in chapter IX of the Convention.

### **Ship Security Survey**

5.4 The company security officer shall perform an initial comprehensive security survey to assess the vulnerability of the ship, in order to assist with the development of the security plans. The results of the security survey shall be used to determine the security measures necessary to counter the threat on board ships taking the following into consideration:

- .1 the level of security may vary from port to port, from ship to ship and from time to time. The Company and Ship Security officer should liaise with the Port Facility Security Officer to ensure the best utilization of ship and shore resources; and
- .2 the survey shall determine what needs to be protected, what security measures are already in effect, and what additional security measures and procedures are required.

5.5 The ship security survey shall include an initial preliminary assessment and an on-scene security survey to examine and evaluate existing security measures, procedures and operations.

5.6 The ship security survey shall be documented. The documentation shall include but not be restricted to:

- .1 information obtained during the initial preliminary assessment and on-scene survey; and
- .2 recommendations for new or revised security measures and procedures, where appropriate.

5.7 The company security officer shall perform an annual security survey to review and update the initial comprehensive security survey and make necessary modification to the ship security plans.

### **Records**

5.8 The date and detail of the following activities shall be recorded in such log-book as may be prescribed by the Administration.

- .1 training and drills;

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\*Administrations should take into consideration, from the point of view of not compromising the objective of fitting on board the Ship Security Alarm, that an alternative is for this information to be kept elsewhere on board in a document known to the Master, the Ship Security Officer and other senior shipboard personnel as decided by the Company.

- .2 report of acts threatening the security of the ship;
- .3 report of breaches of security;
- .4 changes in security level;
- .5 maintenance, calibration, and testing of security equipment; and
- .6 security related communications, such as specific threats to the ship.

## **6 Company Security Officer**

6.1 The Company shall designate a Company Security Officer.

6.2 The duties and responsibilities of the Company Security Officer shall include, but are not limited to:

- .1 determining the level of threats likely to be encountered by the ship, using appropriate vulnerability assessments and other relevant information;
- .2 conducting an initial comprehensive security survey and thereafter regular subsequent surveys of the ship;
- .3 developing and maintaining the Ship Security Plan;
- .4 modifying the ship security plan to correct deficiencies and satisfy the security requirements of the individual ship;
- .5 encouraging security awareness and vigilance;
- .6 ensuring adequate training for personnel responsible for security of the ship; and
- .7 co-ordinating implementation of the Ship Security Plan with the ship security officer and the appropriate Port Facility Security Officers.

## **7 Ship ~~[- Mobile Offshore Drilling Unit and Fixed and Floating Platforms]~~ Security Officer**

7.1 A Ship Security Officer shall be designated on each ship.

7.2 The duties and responsibilities of the Ship Security Officer shall include, but are not limited to:

- .1 regular inspections of the ship and observance of security procedures;
- .2 implementing and maintaining the ship security plan;
- .3 proposing modifications to the Ship Security Plan to correct deficiencies and satisfy the security requirements of the ship;
- .4 encouraging security awareness and vigilance on board;
- .5 training members of the crew responsible for security or ensuring that adequate training has been provided for personnel responsible for security;
- .6 reporting all occurrences or suspected occurrences of unlawful acts; ~~and~~
- .7 co-ordinating implementation of the Ship Security Plan with the company security officer and the competent Port Facility Security Officer; and
- .8 ensuring that security equipment is properly operated, tested, calibrated and maintained.

## 8 Training and Drills

8.1 The Company Security Officer and appropriate shore based personnel shall have knowledge and receive training ~~[in accordance with] [Sections A [B]/..... 4 through 7 of this Code]~~~~[the Guidelines developed by the Organisation]~~ in some or all of the following, as appropriate:

- .1 security administration;
- .2 relevant international conventions, codes and recommendations;
- .3 responsibilities and functions of other involved organizations;
- .4 relevant government legislation and regulations;
- .5 risk, threat and vulnerability assessments;
- .6 security surveys and inspections;
- .7 ship and port facility security measures;
- .8 security training and education;
- .9 recognition of characteristics and behavioral patterns of persons who are likely to commit unlawful acts;
- .10 inspection, control and monitoring techniques;
- .11 techniques used to circumvent security measures;
- .12 recognition and detection of weapons, dangerous substances and devices;
- .13 ship and local port operations and conditions;
- .14 security devices and systems; and
- .15 methods of physical searches.

8.2 The Ship Security Officer shall have adequate knowledge of and receive training ~~[in accordance with] [Sections A [B]/..... 4, 5 and 7 of this Code]~~~~[the Guidelines developed by the Organization]~~ in some or all of the following, as appropriate:

- .1 the ship security plan and related procedures (including scenario-based response);
- .2 the layout of the ship;
- .3 the assessment of the risk, threat and vulnerability;
- .4 methods of conducting security inspections;
- .5 techniques used to circumvent security measures;
- .6 operation of technical aids for ~~to~~ security, if used;
- .7 recognition of characteristics and behavior patterns of persons who may be likely to commit unlawful acts;
- .8 recognition and detection of weapons, dangerous substances and devices;
- .9 port and ship operations; ~~and~~
- .10 methods of physical searches; ~~and~~
- .11 instruction techniques for training crew members on security procedures and duties.

8.3 Shipboard personnel having specific security duties shall know their responsibilities for ship security as described in the Ship Security Plan and shall have sufficient knowledge and ability to perform their assigned duties, including:

- .1 inspection, control, and monitoring duties required by pertinent regulations, policies, and laws;

- .2 detection and identification of weapons, and other dangerous substances and devices;
- .3 operation, calibration, underway maintenance, and testing of security equipment;
- .4 physical search methods of persons, baggage, cargo, and vessel stores;
- .5 emergency procedures;
- .6 recognition of characteristics and behavioral patterns of persons who are likely to commit unlawful acts;
- .7 human relations techniques; and
- .8 techniques used to circumvent security measures.

8.4 Drills and exercises to ensure the adequacy of the security plans required by this Part shall be conducted at periodic intervals. Every crewmember shall participate in at least one security drill every month. All of the scenario-based responses in the ship security plan shall be drilled at least once a year.

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## ANNEX 2

1 The following is proposed text of **Part B** – on Ship Security of the **International Code for the Security of Ships**

**International Code for the Security of Ships and of Port Facilities**

**Part B**

**Recommended guidance regarding the provisions of Part B of Chapter XI of the Annex to the International Convention for the Safety of Life at Sea, 1974 as amended**

**4 Ship Security**

**General Provisions**

4.1 Refer to MSC/Circ.623 for Guidelines concerning general security of ships.

**Establishment of Restricted Areas**

4.2 General arrangement plans that are posted in unrestricted areas should minimize the amount of information that may assist in planning or implementing acts threatening the security of the ship.

4.3 Unauthorized access may be detected by several means. Intrusion alarms can alert when doors are forced open or are opened without entering a keypad code or other electronic or biometric identification. Motion detectors can detect personnel in spaces that are normally unoccupied, or can alert watchstanders to the presence of authorized or unauthorized personnel moving through any specific area. Watchstanders can observe unauthorized personnel or evidence of them, such as forced doors. Watchstanders can simultaneously monitor multiple area through the use of closed circuit cameras.

**Provisions of deck and over-side lighting**

4.4 The minimum standard for illumination should be 20 lux at 1 meter above the ground for the deck and 100 lux at all access points.

4.5 Lighting should provide the means to detect and deter intruders, the following should be considered in establishing proper security lighting:

- .1 How and from where is a probable threat anticipated?
- .2 Is lighting positioned to allow deck members to see beyond the ship?
- .3 When pier side, is the illumination sufficient to detect and/or discourage attempts to enter security areas and to reveal the presence of unauthorized persons or swimmers?
- .4 Is the light source located so that illumination is directed toward likely intruder avenues of approach while providing relative darkness for patrol routes and posts?
- .5 Is the system designed to provide overlapping lighting distribution?

- .6 Is the ship's brow sufficiently illuminated to facilitate personnel identification and access control?
- .7 Are exterior hatches provided with lighting to enable the security force to observe an intruder seeking entry?
- .8 Are the lighting circuits designed so that the failure of one lamp will not darken a long section of lighting?
- .9 What coordination is needed with port facility?

### **Access control and identification of personnel**

#### **Recommended Procedures for Visitor Control**

4.6 The issue of visitor control onboard ships is complex and should be addressed by company and ship specific security plans that outline visitor policies. The purpose of such policies is to identify the relative needs for specific visitors to be on board the vessel, and to balance these needs against the current security level in determining whether to grant access to such visitors as well as the conditions for such access if granted. The following definitions may be used in setting ship-specific policies regarding visitor restrictions and visitor escort requirements.

- .1 *Category 1 visitors* would be made up of persons visiting the ship for the purposes of ship's operation or business. This category may include company employees, vendors, repair and service personnel, industry representatives, government officials, agent parties and invited short-term guests. Further, it should be recognized that certain long-term, frequent vendor representative may actually be issued company identification cards and thus treated more as employees than as visitors. For this category, the ship operator may permit certain individuals to visit the ship unescorted during heightened security levels. At the same time, certain persons within this category may require an escort at all times no matter what the security level. Only those category 1 visitors that have valid company identification issued on the basis of a company background check should be given consideration for unescorted access to the ship at the highest level of security.
  - .2 *Category 2 visitors* would be made up of persons visiting the ship for the purposes of recreation or pleasure. These persons may include customer and employee related visitors such as company or crew family that is just visiting and not on an actual cruise as a passenger, wedding party and guests who may not be passengers on a cruise, invited tour groups such as school classes, or luncheon guests. These persons or groups would normally be escorted at all times. The level of the escort however may vary. For example, the crew may escort their own visiting family members. The ability of this category of visitor would be subject to much higher control or restriction depending on the security level.
- 4.7 The following personnel security issues should be addressed by the security plan:
- .1 identifying each category of persons authorized to be onboard the ship;
  - .2 issuing of an identification card to each member of the crew or other employee of the ship. Permanent identification cards should contain a

- picture of the cardholder, the cardholder's name, age, height, weight, eye color, expiration date, name of the company that employs the cardholder and a unique number. Other common forms of identification may also be acceptable, such as union cards and company identification as long as they contain photos or other biometric based information that adequately identifies the individual; and
- .3 providing a temporary identification card to each contractor, vendor, and other visitor authorized access to a restricted area: (other forms of identification may be acceptable if the identification contains a photo of the individual and adequately describes the individual.).

### **Security and intruder alarms and communication systems, equipment and arrangements**

4.8 Ships should consider fitting lifejacket stowage lockers and similar spaces with devices that discourage and alert the crew to unauthorized access, but which afford unimpeded emergency access. A land-based example would be switches to activate building fire alarms, which require the breaking of a glass contained in the switch, which then triggers the alarm upon opening.

### **Assignment of security duties to shipboard personnel**

No additional guidance.

### **Screening**

4.9 Ships should conduct a particularly thorough search of vehicles and other items that will be stowed near critical watertight boundaries or fittings during the voyage.

4.10 The intensity to which a specific screened person or item is searched or inspected should be commensurate with the current security level.

4.11 The use of screening equipment incorporating the most current available technology is encouraged in order to more effectively detect prohibited weapons, explosives, and incendiaries, as well as other potential weapons that may become more readily detectable such as chemical, biological, radiological, or nuclear agents.

### **Provision of Security Information**

No additional guidance.

### **Surveillance procedures and equipment**

No additional guidance.

## **5 Ship Security Plan**

### **Ship Security Survey**

#### **Preliminary assessment**

5.9 Prior to commencing the ship security survey, the company security officer should take advantage of information available on the assessment of threat for the ports at which the ship will call or at which passengers embark or disembark and about the port facilities and their security measures. The company security officer should study previous reports on similar security needs.

5.10 Where feasible, the company security officer should meet with appropriate persons on the ship and in the port facilities to discuss the purpose and methodology of the survey.

5.11 The company security officer should obtain and record the information required to conduct a vulnerability assessment, including:

- .1 the general layout of the ship;
- .2 the location of areas which should have restricted access, such as bridge, engine-room, radio-room etc.;
- .3 the location and function of each actual or potential access point to the ship;
- .4 the open deck arrangement including the height of the deck above the water;
- .5 the emergency and stand-by equipment available to maintain essential services;
- .6 numerical strength, reliability and security duties of the ship's crew;
- .7 existing security and safety equipment for protection of passengers and crew; and
- .8 existing security measures and procedures in effect, including inspection, control and monitoring equipment, personnel identification documents and communication, alarm, lighting, access control and other appropriate systems.

#### **On-scene security survey**

5.12 The company security officer should examine and evaluate the methods and procedures used to control access to ships, including:

- .1 inspection, control and monitoring of persons and carry-on articles; and
- .2 inspection, control and monitoring of cargo, ship's stores and baggage.

5.13 The company security officer should examine each identified point of access, including open weather decks, and evaluate its potential for use by individuals who might be engaged in unlawful acts. This includes individuals having legitimate access as well as those who seek to obtain unauthorized entry.

5.14 The company security officer should examine and evaluate existing security measures, procedures and operations, under both emergency and routine conditions, including:

- .1 established security procedures;
- .2 response procedures to fire or other emergency conditions;
- .3 the level of supervision of the ship's crew, vendors, repair technicians, dock workers, etc.;
- .4 the frequency and effectiveness of security patrols;
- .5 the security key control system;
- .6 security communications systems and procedures; and
- .7 security doors, barriers and lighting.

**6      Company Security Officer**

No additional guidance.

**7      Ship Security Officer**

No additional guidance.

**8      Training and Drills**

No additional guidance.

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